

**DISCIPLESHIP & EDUCATION TEAM**  
**CHARTER, POLICIES and PROCEDURES**

**MISSION:**

The Discipleship and Education Team, hereafter called the Team, shall serve in an advisory capacity to the educational staff, and shall approve the curriculum, and the organization and functioning of the Christian Education ministry based on the recommendation of the educational staff in accordance with this Charter, Policies and Procedures.

In order to fulfill its mission the Team shall:

1. Serve the church, in coordination with the Education and Pastoral staff, in planning, conducting and evaluating a comprehensive program of Christian discipleship and education and its applications to each person in our church.
2. Facilitate a comprehensive understanding of the church ministries and mission through the development of educational efforts and initiatives for the entire church;
3. Assist other ministry teams in the accomplishment of their goals through the utilization of educational resources and programs at the church;
4. Promote the development of each church member and attendee as a disciple ministering in the church and in the community through the utilization of his/her gifts and talents;
5. Evaluate the effectiveness of, and revise as appropriate, the education and discipleship efforts of the church;
6. Support the ministerial staff in the accomplishment of their ministries through the utilization of the educational resources and programs of the church.

**FUNCTIONS:**

The duties of the Team shall include the following:

- Working with the Pastoral staff and Trustees to set goals and vision, determine priorities, coordinate calendar, communicate with appropriate teams, and review

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progress that will lead the church to accomplish its mission in discipleship and education.

- Serving as the primary educational resource team to the leaders of: Sunday School, Men's, Women's, Young Adult, Student, Children's, and New Member ministry areas.
- Assisting staff in the development and growth of small group ministries.
- Assisting staff in the development and growth of education programming at Tripoint.
- Developing with staff continuing education and training projects for various age groups within the congregation.
- Planning and promoting fellowship events, retreats and seminars that will enhance the spiritual growth of the congregation.
- Assisting Sunday School directors in effective leadership of their classes.
- Educating the various ministry teams in ways that will lead them to make curriculum choices that are theologically consistent with our church and applicable to the age and life situations of those in the classes.
- Guiding in the selection, enlistment, discipleship and training of lay leadership in the discipleship and educational ministries..
- Recommending to staff, in coordination with other teams, suitable educational building space, equipment and curriculum.

#### TEAM PERFORMANCE;

As needed, but not less frequently than once a year, review and recommend changes to the Team policies and procedures and addendum (if applicable) for approval by the Church.

Conduct a annual self-assessment process regarding (a) the accomplishment of the Team's annual goals and objectives and (b) the processes whereby the Team carried out its duties and activities as established by this charter.

#### DURATION:

The Team shall continue in existence indefinitely until terminated by amendment of the Bylaws.

#### TEAM LEADER:

The Team Leader shall be nominated by the Ministry Matching Team and approved by the Church body. The Team Leader must be a member of Trinity Baptist Church, active in the ministries of the church, as well as active attendance in Sunday School and

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Worship services and recognized as having the spiritual qualifications for occupying a leadership position in the body of Christ. Preferably, the Team Leader will be active in the educational ministry of the church.

The Team Leader will moderate the regular team meetings. If the Team Leader is unable to attend a Team meeting, the Team Leader shall designate another member of the team to lead the meeting.

#### OTHER TEAM OFFICERS:

The Team may annually select other officers to facilitate the accomplishment of the Team's mission and goals. .

#### TEAM MEMBERSHIP:

The membership of the Team shall include no fewer than eight members, including the Team Leader. Team members shall include two members from each of the four pastoral Advisory Teams (Children, Student, Young Adult and Senior Adult) representing the different educational ministries of the church as well as representatives from the church at large. In addition, the ministerial staff from the education-related program areas of the church shall serve as ex-officio members of the Team. The assigned staff liaison(s) to the Team shall be (a) non-voting member(s).

#### MEETINGS:

A meeting of the Team may be called at anytime by the Team Leader or any other two members. Notices of Team meetings shall be delivered to the Church office by the Team Leader or Team Members calling the meeting to be placed on the master church calendar at least seven days prior to the meeting. A majority of the members of the Team shall constitute a quorum for the transaction of Team business. All Team meetings shall be open to Church members and invited guests, except for those matters which may require an executive session. Participation in Team deliberations, however, shall only be by invitation of the Team.

#### MINUTES & REPORTS:

The Team may designate a person to summarize the proceedings of the Team's meetings. The records of the Team shall be delivered to the Church Business Administrator to be retained in accordance with the retention policy established by the Church. The Team Leader may authorize the creation and distribution of reports or position papers as

appropriate.

**EFFECTIVE DATE:**

This Charter was approved by the Church to be effective January 28, 2018, and shall govern the operation of the Team hereafter.

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DISCIPLESHIP & EDUCATION TEAM  
MEETING SCHEDULE AND PRIMARY AGENDA ITEMS  
ADDENDUM

*The annual meeting schedule and primary agendas for such meetings are described below.*

<u>DATE</u>	<u>PRIMARY AGENDA</u>
<i>All meetings</i>	<i>Prayer Approval of minutes Updates on team initiatives New businesses Adjourn</i>
<i>October</i>	<i>Election of Team Officers</i>
<i>November</i>	
<i>December</i>	
<i>January</i>	
<i>February</i>	
<i>March</i>	<i>Dialogue with SS Directors and Teachers</i>
<i>April</i>	<i>Planning retreat Tripoint education ministry dialogue</i>
<i>May</i>	
<i>June</i>	
<i>July</i>	
<i>August</i>	
<i>September</i>	<i>Annual self-assessment</i>

**DISCIPLESHIP & EDUCATION TEAM**  
**ADDITIONAL POLICIES AND PROCEDURES**  
**ADDENDUM**

*The following ideas, assumptions, and principles represent the biblical basis and conceptual guidelines for the development and implementation of a Christian education program. The Team will use these guidelines to accomplish its mission as a Ministry Team of the Church.*

**A CHRISTIAN EDUCATION PROGRAM**

**Biblical Base:**

- Jesus is presented as Teacher throughout the gospels.
- Matt 28:18-20. The Great Commission sends us out to “make disciples,” to “teach them to observe” Jesus’ commandments.
- Jesus presents the Holy Spirit as the “teacher” of the church, guiding us to “all truth.” (John 14 and 16)
- Paul mentions that the grace of God has manifested itself as an educating grace, teaching us to live a virtuous life. (Titus 2:11-15)
- The entire process of sanctification described in Ephesians and Colossians points to an instructional process, whereby we learn how to “put on the new being.”
- The early church emphasized greatly the instruction of the believers. Matthew is organized as a teaching document, interspersing events in the life of Christ with five blocks of teachings. One of the early documents of the church the Didaché, served as catechism for the believers. Even the Gnostic gospel of Thomas just presents sayings and teachings of Jesus.

**Purposes of the Educational Process in Christianity:**

- We learn the “what” of Christianity. Through an educational program we learn about our faith, the doctrines we hold true, the lives and teachings of God’s people through the Bible, the main events in the history of salvation.
- We learn and teach the tools for our work as disciples. Ephesians 4:7-15 presents the spiritual gifts in the context of preparing the church.
- We learn and teach the behavior that is expected from each of us as Christians.
- We learn and teach the message that we have received from God so that we may fulfill our mission as people of God in a world that desperately needs us.
- We learn and teach the rituals, the language, and the symbols that represent our faith and tell the story of salvation through different media.
- A Christian education program prepares us to be faithful believers, to celebrate the Christ event through our rituals and community life, to serve as witnesses to the world by exemplifying as God’s people the life of the Kingdom of God, to serve as witnesses to the world by proclaiming the good news of Christ, and to serve as witnesses to the world by serving the world in its needs through an incarnational ministry.
- A Christian education program helps us: (1) Remember the history of salvation through the Bible and the history of the Church; (2) Preserve the values of the Kingdom of God, by imparting the behavior and the attitudes the people of God must display as “salt of the

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earth and light of the world;” and (3) Transform reality by seeding the world with the redeeming work of the body of Christ, healing, serving, teaching, and proclaiming.

### **Operating Principles for an Effective Christian Education Program:**

- All Christian education programs must be biblically based and Christ-centered
- An educational program must be inclusive in terms of input, participation, and target population: any person CAN be a disciple and any disciple CAN contribute to the education of the church
- In the Kingdom of God, commitment is usually more effective than ability or expertise
- A church program has a higher probability of succeeding if it is congregationally planned and implemented rather than ministerial staff-dependent
- Achieving the educational goal is essential, the strategy for that is secondary
- Educational strategies must be used according to sound learning principles
  - Strategies must be selected based on their effectiveness in meeting needs and accomplishing educational objectives
  - No strategy must be considered as non-negotiable
  - The effectiveness of an educational strategy is not related to its novelty or “cutting edge” characteristics, but rather to the outcomes it produces
- Every ministry of the church has an educational component
- The ultimate goal of the educational program must be the enhancement of God’s Kingdom, rather than the numerical growth of the church

### **Steps in Developing a Christian Education Program:**

- Prepare a diagnostic of the current situation of the church’s educational program
- Identify and prioritize educational needs
- Establish goals for the church’s educational program according to the identified needs, stratifying them according to age groups and ministries of the church
- Develop programs and activities to meet the educational goals
- Identify and/or develop resources to implement the educational programs and activities
- Develop a process for reviewing, revising, and updating the educational strategies of the church

### **Traditional Strategies for a Christian Education Program:**

- Sunday School (Bible Study)
- Missions education
- Music education
- Stewardship
- Leadership development
- Discipleship training
- Target-group specific educational programs (e.g., marriage enrichment retreats, Disciple Now, Special Friends Program)
- VBS
- Small groups/cell ministries
- House-churches